

ER 63-739/a  
DD/S 63-0392

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This is in response to your letter of 22 January concerning the status of your retirement application.

I am advised that the processing of your application began on 16 November 1962, the effective date of your departure from the Agency. Unfortunately, however, follow-up action was spotty until I received your letter and requested a report on the matter. Completion of processing was accomplished immediately thereafter, and your application was handcarried to the Civil Service Commission on 28 January. You should shortly receive formal notification of its receipt by the Commission.

Let me assure you that we are aware of the importance of taking prompt action on retirement applications to ensure that those who leave the Agency receive their annuities without delay. Our performance in your case has caused an examination of the entire procedure to be made.

I hope that you have not been greatly inconvenienced. Although final action on your application is the responsibility of the Civil Service Commission, please do not hesitate to call on me for any further assistance in this regard.

Faithfully yours,

(Signed) Marshall S. Carter

Marshall S. Carter  
Lieutenant General, USA  
Deputy Director

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OD/Pers/ [redacted] sac (29 Jan 63)  
Rewritten by O/DDCI (4 Feb 63)

Approved For Release 2003/02/27 : CIA-RDP80B01676R001300080067-9  
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